

1. Applicant Identification:  
ECI Regional Planning District (ECIRPD)  
1208 W. White River Boulevard, Suite 136  
Muncie, IN 47303
2. Funding Requested:
  - a) Assessment Grant type: Coalition
  - b) Federal Funds Requested: \$600,000
    - i. Contamination: (\$502,040) Hazardous Substances and (\$97,960) Petroleum
3. Location: **City of Muncie**, Delaware County, Indiana (all communities in **Delaware County**), Indiana
4. Property information for site specific proposal: NA
5. Contacts:
  - a) Project Director:  
Mr. Bradley Bookout  
Director of Municipal & Economic Affairs  
Delaware County, Indiana  
ECI Regional Planning District  
1208 W. White River Blvd.  
Suite #136  
Muncie, IN 473030  
Phone: 765-808-1484  
  
Email: [bbookout@ecirpd.org](mailto:bbookout@ecirpd.org)
  - b) Chief Executive:  
Mr. William Walters  
Executive Director  
ECI Regional Planning District  
1208 W. White River Blvd.  
Suite #136  
Muncie, IN  
Phone: 765-713-7000  
E-mail: [bwalters@ecirpd.org](mailto:bwalters@ecirpd.org)
6. Population: 115,616 Delaware County includes the City of Muncie (population 69,164)
7. Other Factors Checklist:

<b>Other Factors</b>	<b>Page #</b>
Community Population is 10,000 or less (6 rural communities with less than 2,300 population may take advantage of the grant funds)	Page 1
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	N/A
The priority brownfield site(s) is impacted by mine-scarred land.	N/A
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	Page 1, 2, 3,
The priority site(s) is in a federally designated flood plain (Levy Protection Zone- Site 4	Page 2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or any energy efficiency improvement projects.	Page 1, 3
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.	N/A

8. Letter from State of Tribal Environmental Authority: Attached



## INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

*We Protect Hoosiers and Our Environment.*

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Eric J. Holcomb  
*Governor*

Bruno L. Pigott  
*Commissioner*

October 28, 2020

Mr. William Walters  
Executive Director  
ECI Regional Planning District  
1208 W. White River Blvd.  
Muncie, Indiana 47303

Re: IDEM Acknowledgement Letter  
U.S. EPA Brownfields Grant Proposal  
Coalition Assessment  
ECI Regional Planning District (ECIRPD)  
Coalition  
Delaware County, Indiana

Dear Mr. Walters:

This letter is provided in support of the ECI Regional Planning District (ECIRPD) proposal to the U.S. Environmental Protection Agency (U.S. EPA) for Brownfields Coalition Assessment Grant funding to benefit Delaware County communities such as the City of Muncie and several rural small towns (Coalition). The Indiana Department of Environmental Management (IDEM) acknowledges that ECIRPD, as the lead applicant, is applying for \$600,000. It is IDEM's understanding that grant funding will be used to conduct community outreach; to expand the brownfields inventory/prioritization based on strong developer commitment among other factors; to perform Phase I (16) Environmental Site Assessments (ESAs), Hazardous Materials Surveys (10), and Phase II (10) ESAs; and to create cleanup planning (e.g., Remedial Action Plans and/or Human Health and Ecological Risk Assessments (7)) as necessary to address public safety and facilitate local economic recovery and growth.

IDEM believes that the Coalition has demonstrated its commitment to redeveloping brownfields by ECIRPD and its member communities having taken advantage of financial and technical assistance offered by U.S. EPA (e.g., past U.S. EPA grantee) and the Indiana Brownfields Program (e.g., Program participants). This assessment grant funding will help the Coalition continue its efforts to address brownfields within its region to support site remediation and/or redevelopment within the Coalition communities with the greatest potential for entrepreneurial investment and commercial/industrial reuse.

Should an opportunity arise for the Coalition to need petroleum eligibility determinations or cleanup/closure or liability assistance at any of the sites investigated with this grant funding, IDEM realizes that the Coalition intends to work

with the Indiana Brownfields Program and/or the IDEM Voluntary Remediation Program for technical oversight of grant-funded site activities as necessary. IDEM and the Indiana Brownfields Program are committed to continuing their support of brownfield redevelopment in the ECIRPD region by providing technical assistance and program coordination.

Based on experience and the information submitted, IDEM considers ECIRPD an excellent candidate to receive U.S. EPA grant funding again to continue its brownfield redevelopment endeavors, which support Indiana's brownfield initiative. IDEM is pleased to assist and looks forward to continuing its partnership with the Coalition. For further assistance, please contact Michele Oertel of the Indiana Brownfields Program directly at (317) 234-0235 or at [moertel@ifa.in.gov](mailto:moertel@ifa.in.gov).

Sincerely,



Bruce A. Oertel, Chief  
Remediation Services Branch  
Office of Land Quality

*BAO/mmo*

cc: *(via electronic transmission)*  
Jason Cheney, CHMM, SME

## **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

**1.a. Target Area and Brownfields-1.a.i. Targeted Area and Description of Target Area:** ECI Regional Planning District (ECI) is a state designated, multi-county regional planning district whose mission is to serve the economic development, planning and grant development needs of East Central Indiana communities. ECI has significant experience with brownfields redevelopment through federal and State Brownfields Grant programs and will lead the Brownfields Revitalization Coalition project with the City of Muncie and Delaware County. All grant activities will take place within Delaware County with a focus on Muncie. Muncie is located roughly 1½ hours northeast of Indianapolis; the remainder of the county's 7 cities and towns are rural with 6 having populations less than 2,300.

Both the City of Muncie and Delaware County comprised one of the first manufacturing centers in the State. Home to the "Trenton Field", the largest natural gas field known in the world, the area was the center of the gas and oil boom in the 1870's. The region suffered its first oil crisis when the gas resources were depleted by the early 1900's with many of the brownfields originating at that time. Manufacturing continued to evolve using other energy sources. The second economic crisis began with the automobile industry's decline and loss of other industry to overseas competition. Since 1990, major successful manufacturers<sup>1</sup> left the County along with large supporting foundries, steel mills, and stamping operations. This prolonged exodus resulted in the loss of over 9,700 jobs from 2005 to 2020 (IDWD)<sup>2</sup>. Many industrial and commercial sites have fallen into disuse, restricting economic development, and posing serious health risks to those who live in the Targeted Area (TA) neighborhoods. The coalition members face economic problems resulting from loss of population, low income, low educational attainment, and lack of employment opportunities. <sup>1</sup> Ball Bros. Glassworks, GM/NewVenture Gear Borg Warner, Westinghouse, IN Steel & Wire, Delco Battery, and Broderick; <sup>2</sup> Indiana Department of Workforce Development

For this project, the ECI Brownfields Coalition have identified a Targeted Area (TA) in the City of Muncie that contains over 30 brownfields posing potential environmental and human health threats as well as barriers to anticipated redevelopment plans. Our Targeted Area represents areas in transition with active engagement by residents, neighborhoods, major local institutions, and community partners. The Targeted Area contains two certified Opportunity Zones (OZ) tracts. The coalition will focus grant funds in the Targeted Area to provide outreach, assessment, and cleanup planning needed to address individual priority brownfields. County-wide nonpriority sites will be addressed if funding allows. **The Coalition has chosen the Targeted Area** due to multi-acre legacy brownfields that date back to the gas boom as well as to the auto manufacturing boom of the 1960's. The 3.6 square miles encompasses 3 contiguous census tracts in the City of Muncie along the White River. The Targeted Area contains dense impoverished neighborhoods now facing decline of household income and environmental justice issues due to potential risks to health.

**1.a.ii Description of Priority Brownfields Sites:** Four brownfields sites located in the Targeted Area have been selected by the coalition as priority: **1. Auto transmission site:** The 54-acre **former auto transmission property has been undergoing cleanup through the RACER<sub>3</sub> Trust since 2011.** Battery manufacturing began in 1904 and grew over 80 years to a 1.2-million sq. ft. battery/transmission manufacturing facility that closed in 2006. All buildings are demolished leaving only concrete slabs. Primary constituents of concern for soil are volatile organic compounds (VOCs), benzo(a)pyrene, polychlorinated biphenyls (PCBs), lead and arsenic. VOCs are a concern for groundwater and can lead to vapor intrusion. **The site is a top priority for the City and redevelopment of the site as a solar farm is being discussed with developers.** EPA grant funds will be used by the City to assist future developers with their due diligence and measures to mitigate issues during construction.<sup>3</sup>Revitalizing Auto Communities Environmental Response **2. Future White River Canal District (WRCD)** is in one of the oldest neighborhoods in Muncie (Old West-End). The WRCD is a 5-block area comprised of parking lots and less than a dozen blighted or vacant residences/commercial buildings on the White River. These are the remnants of a thriving downtown that began during the gas boom in the late



1880's but faded during the 1960's. Historic maps from the 1950's show the area as home to multiple gas stations, a garment factory, a number of auto repair shops, and paint shops. None of these businesses are on the 1972 map of this area. Suspected contaminants from these types of businesses are VOCs, chlorinated solvents, and metals that can impact soils, groundwater, and the River. **These brownfields are a priority to the coalition as all parcels will be acquired to develop the future home of a walkable Canal district.** Assessment of these properties is needed to identify/address potential impacts as well as support prospective purchasers and redevelopment. **3. Gas/Auto Repair:** The ½-acre site has operated as auto repair since 1930 and evolved to a gas station in the 1970's. Gas fueling ceased in 1999 when three 8,000-gallon Underground Storage Tanks (USTs) were removed with dated sampling protocols. There are no records associated with testing of waste oil or solvents. Potential impacts to soil, groundwater, and the river are VOCs, chlorinated solvents, metals, and PCBs. Given the age and condition of the 3600 sq. ft building on-site, asbestos and lead based paint may be present. **This is priority site due to potential impacts to the surrounding neighborhood, the river, and location across from the City High School. The blighted site has high visibility on the White River greenway.** Grant funding will address potential contaminant impacts to the surrounding area and the river. The eventual removal of the blighted buildings will improve aesthetics of the popular River greenway. **4. City Machine:** The coalition has selected this tax-delinquent 6-acre site to address potential contaminant impacts to the surrounding neighborhood, an adjacent elementary school and greenway on the White River. Located in a Levy Protected Zone adjacent to the river, the former machine tool manufacturing facility operated for 40 years, closing in 2009. Suspected contaminants are metals, chlorinated solvents, and VOCs. In 1993, limited soil and a groundwater samples obtained by the Indiana Department of Environmental Management (IDEM) revealed elevated levels of hexavalent chromium. The site is *abandoned, not fenced, overgrown*, and contains a 22,500 Sq. ft. building and small outbuildings that are deteriorated and collapsing. The site presents high potential of off-site hazardous releases and vapor intrusion to adjacent homes and the school. The unsecured property poses on-site exposure by kids, vandals, and illicit activities. The grant will provide funding to characterize the site for cleanup.

**1.b. Revitalization of Target Area-1.b.i Reuse Strategy, Alignment with Revitalization Plans**  
The ECI coalition grant project goals are consistent with the updated **2020 Muncie-Delaware County Comprehensive Plan (Comp Plan)** and aligns with several key elements:

*“Redevelopment/Revitalization of existing urban areas and neighborhoods within the City of Muncie; Encouraging Economic Development; Preserving/Protecting the natural environment; and, Enhancing the attractiveness of the community”.* Mirroring the plan is the Muncie Action Plan (MAP), a blueprint for Muncie neighborhood redevelopment. MAP has been recognized as one of 10 All-America City award winners for its inclusive civic engagement that created stronger connections among residents, businesses, nonprofit, and local leaders. Each neighborhood has embraced MAP as a foundation to advance the City's development, quality of life and collaboration.

**1. Auto Transmission site:** The sustainable redevelopment of Priority Site 1 aligns with redevelopment/revitalization of an urban area. The RACER trust has promoted redevelopment through remediation of Contaminants of Concern (COC). However, given the very visible location of the site on a gateway into Muncie, in the midst of neighborhoods, suitable redevelopment will require restrictive covenants to limit development as residential and prohibit on-site groundwater use. Discussions with a developer regarding solar farm reuse are promising.

**2. White River Canal District (WRCD):** The City/County vision is to connect the community to the riverfront with a Public Plaza and Riverwalk as well as provide a stimulus to bring new private development and jobs to an older downtown area. WRCD, located in an Opportunity Zone (OZ), has already secured the \$9MM development of a 55-unit mixed use apartment building as the first Phase of the project. The reuse clearly aligns with all Comp Plan elements listed above.

**3. Gas/Auto Repair:** Located in an Opportunity Zone, just a few blocks northeast of the WRCD is another priority area of focus for the coalition—the McKinley neighborhood. Located just

north of downtown, across from Muncie Central High School and framed by the river on three sides, the neighborhood has developed a “Live-Learn” concept that includes creating new housing, new retail, child care and businesses where students can intern/apprentice. The plan aligns with both the Comprehensive Plan and MAP and is embraced by Muncie’s education institutions, the city, the county, and local developers. Using grant funds for assessment of derelict buildings such as the Gas/Auto Repair will facilitate the neighborhood’s plan and potentially leverage Opportunity Zone funds making this site a high priority for the coalition.

**4. City Machine:** This site is located in an Opportunity Zone making it more attractive to developers for light industrial purposes. This mirrors the East Central Neighborhood Action Plans’ goals to re-use and renovate abandoned properties. It also mirrors key elements from the Comprehensive Plan listed above. Protection of human health and the environment must take place first and assessment and cleanup planning will be critical to redevelopment.

*1.b.ii. Outcomes and Benefits of Reuse Strategy:* **1. Auto Transmission site:** A solar farm aesthetically designed to improve the appearance of the property aligns with redevelopment/revitalization of an urban area. According to the EPA<sup>4</sup>, the most commonly reported benefits from renewable energy on contaminated lands include revenues from land leases and taxes, electricity cost savings associated with the reduced need to purchase power from the grid, job creation, and reduced greenhouse gas emissions.<sup>4</sup> Re-Powering America’s Land Initiative (December 2019). **2. WRCD:** The Canal District properties have a long history of industrial/commercial use and will not attract developers due to potential environmental risks. The EPA Assessment activities will provide information on limitations or continuing obligations required for prospective property owners and potentially leverage Opportunity Zone funds to facilitate redevelopment. Project Outcomes include evaluating and removing environmental risks in the area, increasing tax revenues and property values, and spurring economic growth within the OZ. **3. Gas/Auto Repair:** Site cleanup and redevelopment are a priority to the coalition. The Benefits of being in an Opportunity Zone will promote redevelopment of the site and promote economic development with new equitable energy-efficient riverfront housing, diverse commercial/retail and mixed-use development along the White River. Assessment and eventual removal of the sites’ blighted buildings will improve aesthetics of the area as well as identify/address potential impacts directly upgradient from the River and residential properties. **4. City Machine:** With the assessment funds, the County can conduct due diligence and understand continuing obligations associated with the site. Project Outcomes include evaluation of immediate and/or potential threat of contaminant release to the neighborhood. Light industrial reuse will be attractive to developers due to location in an Opportunity Zone, and the potential jobs associated with the redevelopment will benefit the neighborhood residents.

**1.c. Strategy for Leveraging Resources-** *1.c.i Resources Needed for Site Reuse:* ECI has extensive expertise in leveraging and developing partnerships that bring resources to our projects. ECI leveraged over \$23.5 MM during implementation of the FY2011 grant (\$609,000) including a vacant hospital into a \$5.7 MM Senior Living Housing in Hartford City, Indiana. Funds used were a mix of County Economic Development, the City, a Housing Developer, Indiana Housing & Community Development Authority, and the Indiana Brownfields Program (IBP). ECI continues to leverage IBP resources such as the Phase I Environmental Site Assessment (ESA) program and the Petroleum Orphan Sites Initiative. All priority sites qualify for resources unless noted otherwise in the table below.

TA/Eligible Leveraging Sources	Purpose/Activities	Amount	Status
ECI Brownfields Community Development Corp.	Holds blighted/derelict brownfields to cleanup sites	TBD	As needed
City of Muncie Tax Increment Financing (TIF)	Site preparations/infrastructure/development	\$200,000	Confirmed
Muncie EDIT <sup>1</sup>	Site preparations, Redevelopment	\$100,000	Confirmed
Muncie CBDG <sup>2</sup>	Blight clearance, remediation	\$250,000	Confirmed
Delaware County EDIT <sup>1</sup>	Site preparations, Redevelopment	\$500,000	Confirmed
RACER Trust	Remediation, Redevelopment (Site #1)	\$3,000,000	Confirmed
Habitat for Humanity (Sites 2 and 3)	Housing Renovation, Infill Housing Developer	TBD	Confirmed
Muncie Industrial Revolving Loan Fund	Funds manufacturing equipment, real estate	\$450,000	Confirmed

Delaware Co. Redevelopment Commission	Site preparation, Redevelopment	\$1,000,000	As needed
<sup>1</sup> Economic Development Income Tax; <sup>2</sup> US Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG)			

*1.c.ii. Use of Existing Infrastructure:* All priority sites are located in older, industrial urban areas and contain infrastructure that may need to be updated to support redevelopment plans discussed previously. Coalition resources such as TIF may support these upgrades. Over the next 20 years, the City is implementing full separation of sanitary and combined sewers (\$160 MM project) in the Targeted Area, which will eliminate Combined Sewer Overflows (CSOs) into the White River. Due to poor conditions, site buildings will be demolished with intact materials being recycled. As developed, all sites require updated stormwater discharge plans that comply with the City's Sanitary District and/or Indiana codes. This will be the responsibility of future owners.

**2.a. Community Need-2.a.i. The Community's Need for Funding:** The EPA grant will provide assessment/cleanup planning funds that are not available in our Targeted Area and if funding allows, nonpriority brownfields in our rural small towns. The funds will directly improve the quality of life in the Targeted Areas by minimizing health risks and removing barriers to redevelopment. In the past 15 years, both the City and County have suffered significant revenue depletion from loss of manufacturing jobs that led to population decline, impoverished neighborhoods, decreased tax revenues, and unsafe, underutilized brownfields. If developed, the remaining limited resources must address public safety and aging infrastructure needs.

Please reference Table 1 unless otherwise noted. Both Delaware County and Muncie suffer from poverty rates higher than the State (14.1%) with the County at 21.5% and the City at twice the State rate at 30.5%. Poverty levels are magnified in the Targeted Area at 20% higher than the City and 75% higher than the County. The City's Median Household Income (MHI) is 38% less than the State of Indiana MHI (\$33,616 compared to \$54,325). In 2019, the Indiana Business Research Center (IBRC) reported that Delaware County ranks 3<sup>rd</sup> highest in the State (out of 92) for population loss from 2010 through 2019 at -3.0%; Muncie ranks 2<sup>nd</sup> highest of 566 cities/towns in Indiana for population loss at -3.1%. Tax revenues associated with population loss and the presence of hundreds of acres of vacant/underutilized brownfields has continued to decrease the City's Assessed Value by approximately \$11MM in four short years<sup>5</sup>. The loss of over 9,700 manufacturing jobs from 2005 to 2020 (IDWD) has resulted in population loss, higher poverty levels, and derelict industrial sites that are unsafe and a drain on Public Safety.

<sup>5</sup>(Delaware Co, Auditor-2015: \$1.623MM to 2019: \$1.612MM)

<b>TABLE 1: DEMOGRAPHICS: Census 2018</b>	<b>TA 1</b>	<b>Muncie</b>	<b>County</b>	<b>Indiana</b>	<b>US</b>
Population	7,645	69,164	115,616	6.6M	322.9M
%Minority	17.5	8.1	11.6	16.4	27.3
%African American	12.4	2.5	7.3	9.3	12.7
% Individuals below poverty level	37.8	30.5	21.5	14.1	14.1
% < 5 yrs. living below poverty level	54.2	46.4	33.8	22.6	21.5
%Single female below poverty level with own children	53.4	41.2	36.4	30.3	27.8
%African Americans living below poverty level	75.7	40.2	38.3	26.8	22.5
Median Household Income (MHI)	\$27,314	\$33,616	\$42,705	\$54,325	\$60,293
Median Home Value (MHV)	\$44,366	\$70,800	\$90,900	\$147,300	\$229,700

**2.a.ii Threats to Sensitive Populations-(1) Health or Welfare of Sensitive Populations:** Please reference Table 1 unless otherwise noted. The Targeted Area is an environmental justice (EJ) community with high concentrations of impoverished and minority residents. A startling 54% of children under the age of 5 (our most vulnerable and sensitive population) live in poverty in the Targeted Area neighborhoods. 53.4% families are single mothers with children living in poverty-almost 30% higher than the City. 18% of the Targeted Area residents do not have a High School Diploma (Census 2018). There is a high percentage of minority populations (twice the rate of the City) with a predominance of African American residents (3 times the rate of the City). 75% of the African American residents in our Targeted Area lives *below* the poverty level). In 2019, the CDC identified Indiana in the **top ten** of all States with the highest infant mortality rates at 7.22 per 1,000 births (USA rate 5.79). Furthermore, the CDC reports the African American infant



mortality in the State at **12.1** (*CDC 2005-2018 Infant Mortality Rates, per 1,000*). The Indiana Department of Health (ISDH) reported the infant mortality rate for the County was 8.5. Given the county's elevated rates and socioeconomic status of African American residents in our Targeted Area, it is likely that infant mortality rates are even higher in the area. Due to these dismal statistics, our sensitive populations lack higher education, live in poverty and are females of child-bearing age, impoverished children, single-mother families, and African Americans.

The health and welfare of residents throughout the Targeted Area is at risk due to exposure to proximal multi-acre brownfields sites that could result in particulate inhalation, vapor intrusion, direct contact with contaminants such as VOCs, lead/metals, friable asbestos, and chlorinated solvents in soils, stormwater run-off, and groundwater, creeks, and the river. These contaminants may cause birth defects, brain, and developmental health damage to children as well as cancers and other diseases to all residents. According to the Agency for Toxic Substances and Disease Registry (ATSDR), exposure to chlorinated solvents such as trichloroethylene (found at 3 priority sites) is linked to kidney cancer and liver damage. With EPA grant funds, the coalition can assess exposure from brownfields and develop plans to clean up the sites.

**2.a.ii. (2) Greater Than Normal Incidence of Disease and Adverse Health Conditions:** Delaware County is ranked 85<sup>th</sup> of 92 Indiana counties for overall Health Outcomes (2020 County Health Rankings). Please reference Table 2 below. County Cancer mortality rates for Black Males range 10% higher than State. Other cancers mortality rates are 24% higher than (State) and 60% higher than US. Both Liver and

Kidney disease mortality range 54% and 39% (respectively) higher than State rates. Both diseases are associated with hexavalent chrome exposure. Infant Mortality rates in the County were more than 50 percent higher for essential hypertension, pregnancy, childbirth and puerperium, sudden infant death syndrome than the state averages (ISDH, 2017). As described in Section 2.a.i, exposure to contaminants found at our brownfield sites can lead to cancer and other diseases.

<b>Table 2: Mortality Rates</b>	<b>Delaware</b>	<b>IN</b>	<b>US</b>
Black Males, All Cancers <sup>1</sup>	<b>277.05</b>	<b>251.6</b>	233.5
Cancer: Other malignant neoplasms <sup>2</sup>	<b>54.92</b>	<b>44.4</b>	<b>21.6</b>
Liver Disease <sup>2</sup>	17.78	<b>11.56</b>	<b>12.8</b>
Kidney Disease <sup>2</sup>	<b>25.7</b>	<b>18.53</b>	<b>15.5</b>

<sup>1</sup> Deaths per 100,000; [Statecancerprofiles.cancer.gov](http://Statecancerprofiles.cancer.gov) (2012-2016); <sup>2</sup> ISDH

**2.a.ii (3) Disproportionately Impacted Populations:** Our Targeted Area residents are uniquely challenged by significantly higher levels of exposure to toxics posing higher risks to their health and well-being as compared to other block groups in Indiana. The U.S. EPA's Environmental Justice Screening and Mapping Tool (EJSCREEN) combines environmental and demographic indicators to understand how existing pollution may present potential adverse human health or environmental effects on EJ communities. The highest EJ Index percentiles for our Targeted Area was for National-Scale Air Toxics Assessment (NATA) Cancer Risk at 73. Particulate Matter, Ozone, NATA Diesel PM, and NATA Respiratory Hazard Index percentiles are at 72 in the Targeted Area. This means that only 27% of all block groups in Indiana have a **higher exposure** level for Air Toxics Cancer Risk and 28% of all block groups in the State have **higher exposure** to particulate matter, ozone, NATA Diesel PM and NATA Respiratory Hazards. **Residents in the Targeted Area are not only exposed to impacts from uncontrolled brownfields but toxic air pollution as well.**

The Median Home Value (MHV) for the Targeted Area is \$44,366 compared to the City's MHV at \$70,800 (37% lower than the City) and 70% lower than the State (See Table 1). Census 2018 indicates 28% of housing units are vacant (City is at 16%). The neighborhoods are disproportionately challenged by higher risks due to exposure to toxics, but also decreased property values and increased risk to public health and welfare due to surrounding brownfields and attraction of vandalism/vagrants to the sites. The EPA Grant will facilitate assessment and revitalization will result in safer neighborhoods, higher property values and reduction of risks due to exposure from the sites.

**2b. Community Engagement-2.b.i Project Involvement, 2.b.ii. Project Partners Roles (Table)**

Partner Name	Point of contact	Specific role in the project
<b>Delaware County Health Dept.:</b> Monitors public health risks; responds to public health threats	Jammie Bane, Administrator <a href="mailto:jbane@co.delaware.in.us">jbane@co.delaware.in.us</a> 765.587-0660	Assist Coalition with outreach, site selection, and assist with providing residents with information regarding public health impacts.
<b>Greater Muncie Habitat for Humanity:</b> Builds/repairs houses w/donations and volunteer labor	Lindsey Arthur, Program Director <a href="mailto:larthur@munciehabitat.org">larthur@munciehabitat.org</a> 765.286.5739 ext.204	Assist in identification of sites; acquire sites for residential reuse
<b>Cardinal Greenway, Inc:</b> Represents Cardinal & White River Greenway in Targeted Areas	Angie Pool, CEO <a href="mailto:angie@cardinalgreenways.org">angie@cardinalgreenways.org</a> 765.287.0399	Provide grant outreach to constituents; Assist in identification of sites; acquire sites for greenway expansion
<b>Muncie-Delaware Co. Economic Development Alliance:</b> Supports/markets business growth	Traci Lutton, Vice President <a href="mailto:tlutton@muncie.com">tlutton@muncie.com</a> 765.751.9126	Inform/Market sites to businesses/developers; identify funding for future cleanup, redevelopment of assessed brownfields.
<b>Muncie Neighborhood Organization:</b> Umbrella Organization charged with building leadership capacity in all city neighborhoods	Heather Williams, Building Better Neighborhoods <a href="mailto:hlwilliams@bsu.edu">hlwilliams@bsu.edu</a> 765.212.6800	Assist coalition as conduit for outreach, additional sites, grant status, cleanup plans, redevelopment activities for Old West End, East Central, McKinley and Thomas Park/Avondale neighborhoods

**2.b.iii. Incorporating Community Input:** All Coalition members began planning outreach activities for the grant in January 2020 with the Technical Assistance to Brownfields (TAB) program staff from Kansas State University. Two virtual outreach forums (Zoom platform) took place in the Summer: Local Leaders Update (12 participants) and Neighborhood Outreach session (24 participants). EPA Region 5, IBP, TAB, and all coalition members spoke to provide overview of brownfields, resources, overview of coalition grant, and input on sites for the inventory. The interactive platform allowed for questions, comments, and input from participants. Several sites were nominated and are on the coalition inventory. Neighborhood recordings are available at the ECIRPD, City and TAB websites.

In the event of social distancing and/or restrictions due to COVID-19, the coalition will continue to use the social distancing and virtual platforms (such as Zoom) to provide updates on grant progress on a bi-annual basis and request input from stakeholders using their individual networks. The quarterly EPA progress reports will be disseminated using our coalition members' websites, our partners' websites, and newsletters, as well as online news sources because these are widely read online. The City of Muncie will work with individual Neighborhood Associations to develop a pipeline for resident input and concerns to share with the coalition. Individual neighborhoods can identify sensitive populations and non-English speaking residents for development of outreach materials. Six ECIRPD Board members represent rural communities in the County will be engaged at monthly board meetings to solicit sites, provide input, and receive updates. All input will be considered with responses developed by the coalition members with assistance from neighborhood representatives and the health department if needed.

### **3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

**3a. Description of Tasks/Activities and Outputs-3.a.i-3a.iv (Implementation, Schedule, Lead, Outputs):** The ECI coalition will use the grant to assess priority sites in the Targeted Areas and other high-risk and developable sites (i.e., non-priority sites) identified during the 3-year performance period to support cleanup and redevelopment. Project implementation, schedule, and costs are based upon ECI's most recent experience as well as past EPA Grant experience. The following 4 tasks will be implemented to accomplish this plan.

<b>Task 1 – Programmatic and Outreach</b>
<b><i>i. Project Implementation</i></b> -The Work Plan will be prepared, and the Cooperative Agreement (CA) will be executed. Grant project tracking and financial systems will be set up and maintained. Compliance with CA Terms will be monitored.

<p>-A Qualified Environmental Professional(s) (QEP) will be retained in compliance with applicable federal procurement regulations.</p> <p>-Quarterly reports will be submitted to the U.S. EPA; the Assessment, Cleanup, and Redevelopment Exchange System (ACRES) will be updated; MBE/WBE/DBE reports and final project closeout documentation will be submitted.</p> <p>-Staff will attend EPA National Brownfields Conference</p> <p>-Project “kick-off” meetings will be hosted for the ECIRPD Board, individual neighborhoods, and partners.</p> <p>-Internal Coalition member meetings, updates and status will take place monthly throughout the grant term.</p> <p>-Community Outreach Materials/Press Releases will be developed for Social Media outlets, local media outlets, the ECIRPD website, City of Muncie’s Facebook Page, Muncie-Delaware County LinkedIn, and partner’s websites. Up to 36 Public/Outreach meetings will be conducted through a mix of virtual and live events. Assistance will be requested from the County Health departments as appropriate to understand and prioritize health risks at brownfield sites identified for assessment.</p>
<p><b><u>ii. Anticipated Schedule</u></b></p> <p>-The Work Plan will be prepared within one month of receiving notification of the grant award; CA will be executed by September 2021. CA Compliance Tracking and Financial Systems will be set up upon award of grant and maintained throughout term.</p> <p>-A QEP will be retained within three months of award.</p> <p>-Beginning January 2022, Quarterly reports will be submitted within 30 days of the end of the quarterly reporting period, ACRES will be updated as sites are assessed. ACRES updated with cleanup and/or redevelopment information during and/or after the performance period. Annual MBE/WBE reports submitted. Final project closeout documentation submitted as required once the performance period ends.</p> <p>-Staff will attend the 2022 EPA National Brownfields Conference.</p> <p>-A project “kick-off” meeting held within one month of receiving notification of the grant award for ECIRPD Coalition Members and Partners; Internal coalition member meetings will begin at this time; Kick-off meetings scheduled within various Targeted Area neighborhoods by March 2022.</p> <p>-Community outreach activities begin immediately upon award announcement and continue throughout the performance period. QEP will assist with technical outreach materials.</p>
<p><b><u>iii. Task/Activity Lead:</u></b> ECI will lead this Task and Activities.</p>
<p><b><u>iv. Outputs:</u></b> Work Plan, CA, quarterly reports (12); ACRES updates; MBE/WBE reports (2) and final project closeout documentation; staff training; outreach meetings throughout the term (estimated 36) and development of outreach materials.</p>
<p><b>Task 2 – Site Inventory</b></p>
<p><b><u>i. Project Implementation:</u></b> Soliciting input for sites in Muncie and County-wide; interviewing stakeholders and visiting sites to determine if projects meet eligibility and prioritization scoring criteria. Priority sites will receive higher prioritization ranking. Non-priority sites will be evaluated, prioritized, and added to the inventory.</p>
<p><b><u>ii. Anticipated Schedule:</u></b> Inventory and prioritization activities will begin upon grant announcement and continue throughout 3-year term. New sites/non-priority sites will be added to inventory</p>
<p><b><u>iii. Task/Activity Lead:</u></b> ECI will be the lead for this Task and Activities</p>
<p><b><u>iv. Outputs:</u></b> Updated brownfields inventory and prioritization.</p>
<p><b>Task 3 – Site Assessment</b></p>
<p><b><u>i. Project Implementation</u></b></p> <p>-Priority sites (and nonpriority sites identified during performance period) evaluated through performance of Phase I and/or Phase II assessments, in accordance with All Appropriate Inquiry (Phase I: ASTM Standard E1527-13; Phase II ASTM E1903-19) and other ASTM standards or practices required by the project. A minimum of 5 sites will be assessed.</p> <p>- QEP will prepare and submit a Quality Assurance Project Plan (QAPP) for U.S. EPA for approval.</p> <p>- QEP will conduct assessments on Targeted Area sites and issue reports.</p>

<ul style="list-style-type: none"> <li>- ECI will coordinate activities with coalition members and stakeholders regarding site access.</li> <li>- ECI will review reports for accuracy and report findings to coalition members/stakeholders.</li> <li>- ECI will oversee QEP to ensure individual assessments are progressing, and the overall project schedule is met.</li> </ul>
<p><b><u>ii. Anticipated Schedule</u></b></p> <ul style="list-style-type: none"> <li>- Once sites are selected and site access is granted, EPA eligibility will be submitted for approval. Phase I and/or Phase II assessments will begin by February 2022 and continue throughout the term.</li> <li>- Phase II Assessments begin once EPA approves the QAPP and associated Sampling and Analysis Plans (SAPs) anticipated to be accomplished by April 2022.</li> <li>- Assessments on both priority and other sites continue throughout the performance period.</li> <li>- ECI staff and QEP meet monthly to discuss priority sites, ensure required site access/eligibility have been secured, individual projects are progressing, and the overall project schedule is met.</li> <li>- ECI staff meets with prospective purchasers, developers to determine their specific project needs for redevelopment for overall design of project and to identify funding gaps and types of resources needed (such as OCRA funding for demolition and cleanup, local TIF resources, etc.)</li> </ul>
<p><b><u>iii. Task/Activity Lead:</u></b> The QEP will lead this task. The QEPs have the specific educational and experience required for complying with All Appropriate Inquiry.</p>
<p><b><u>iv. Outputs:</u></b> Outputs: 1 QAPP and anticipated 14 completed Phase I, 5 Hazardous Materials Assessments, and 10 Phase II ESA reports.</p>
<p><b>Task 4 – Cleanup Planning</b></p>
<p><b><u>i. Project Implementation</u></b></p> <ul style="list-style-type: none"> <li>- Cleanup/ redevelopment planning as required by various state of Indiana programs for sites (both priority and nonpriority sites assessed using the grant) where redevelopment is imminent. Assessment of brownfields cleanup/redevelopment alternatives, evaluation of needed institutional and engineering controls, and preparation of cleanup and reuse plans.</li> <li>- ECI and coalition members will identify potential clean-up resources specific for redevelopment of sites including potential EPA Brownfields Cleanup funding, IBP Revolving Loan Fund, and opportunity for insurance recovery for cleanup.</li> </ul>
<p><b><u>ii. Anticipated Schedule:</u></b> -Anticipated by January 2023, selecting sites for Cleanup planning will continue throughout the performance period. Liability limitation letter requests submitted to IBP for prospective purchasers/developers/owners. State Letters issued after state-determined waiting period.</p>
<p><b><u>iii. Task/Activity Lead:</u></b> The QEP will lead this task. QEPs have the educational and technical experience required for evaluating/mitigating hazardous/petroleum releases to the environment.</p>
<p><b><u>iv. Outputs:</u></b> 7 cleanup planning documents.</p>

**Nonresponsive – confidential business information**

## Nonresponsive – confidential business information

**c. Measuring Environmental Results:** ECI will diligently track, measure, and report on the success of the project utilizing ACRES and quarterly reports. Outputs including number of outreach meetings, assessment reports and number of cleanup plans will be tracked. Outputs, described in more detail in the budget section, will lead to specific outcomes, which will include the amount of funding leveraged, the number of acres of greenspace/park created or redeveloped, the number of acres assessed and redeveloped, the infrastructure investments leveraged and, the number of temporary and permanent jobs created. Outcomes/outputs that cannot be easily entered into ACRES (i.e., website updates, staff training, community outreach/meetings) will be reported in quarterly reports. ECI will evaluate the project progress semi-annually and, if goals are not being met or are off schedule, will discuss with the EPA Project Officer and the QEP to identify shortcomings and adjust the project accordingly.

### **4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

**4.a. Programmatic Capability** *4.a.i. Organizational Structure, 4.a.ii. Key Staff:* ECI unifies the region's communities with economic and community development services such as grant application assistance and project management. Our guiding principles are in the Comprehensive Economic Development Strategy (CEDS), a document that defines the regional strategy to encourage economic development, create jobs, foster more stable and diversified economies, and improve the quality of life. As the grantee and administrator for the EPA grant, we will collaborate with the Coalition members (City of Muncie and Delaware County) to form the decision-making body for the EPA

Grant during the 3-year performance period. The Coalition Memorandum of Agreement (MOA) is attached to this submittal. The Coalition members are strategically involved with site selection/prioritization, community outreach and involvement. The coalition is guided by the key elements described in the 2020 Muncie-Delaware County Comprehensive Plan (Section 1.b.) with the focus on maintaining and creating partnerships to leverage the EPA grant resources. ECI will ensure compliance to the CA, as well as be responsible for financial tracking, outreach to stakeholders and liability management. Coalition Members, Targeted Area stakeholders, and Community Partners will provide input on site selection/prioritization, land assembly, and other regional economic impacts throughout the 3-performance periods. ECI has served the region for 11 years and secured a \$609,000 EPA Brownfields Coalition Grant in FY2011. ECI has also secured \$2.6 MM grants for infrastructure, community development, public safety, and brownfields projects in the past two years.

The ECI project team will be led by **Mr. William Walters**, Executive Director of the ECI for the past 8 years. Bill has extensive experience in public administration as a Town Council Member and Public Works/Transportation operations. Bill holds certifications as an Indiana Certified Grant Administrator and is a 2013 Graduate of Ball State University's Indiana Economic Development Course. He will be responsible for directing and promoting the coalition, engaging the community, and overseeing implementation of this EPA Brownfields Grant Initiative. **Mr. Brad Bookout**, Project Manager, will provide the day to day duties associated with all grant tasks. He has been with ECI for over 11 years, and provided project management for the FY2011 EPA Brownfields grants, numerous projects funded by the IBP for assessment and remediation of brownfield sites and has maintained an inventory of brownfields sites for Muncie and Delaware County. As Director of the Delaware County Redevelopment Commission, he has managed seventeen TIF districts, and overseen projects associated with redevelopment such as rail spurs, water/sewer, and road projects. He has implemented both U.S. Economic Development Administration and U.S. Department of Agriculture grants. **Ms. Angela Moyer** will provide financial tracking and management support for the EPA grant. She has 27 years of experience working for Delaware County administering state and federal transportation grants.

*4.a.iii Acquiring Additional Resources-* ECI will retain an environmental consultant to manage technical grant activities and conduct environmental assessment tasks. ECI has a procurement process in place and has managed the procurement of contractors for multiple state and federal grant projects, including EPA assessment grants. The process complies with federal procurement regulations and includes guidance to attract and utilize disadvantaged, minority- and women-owned businesses, as possible. Once the CA is approved, ECI will prepare the project Request for Qualifications and will direct and oversee the procurement process. The selected consultant(s) will have managed U.S. EPA Assessment Grants and IBP/IDEM projects and be familiar with all programmatic requirements.

**4.b. Past Performance and Accomplishments** *4.b.i. Currently Has or Previously Received an EPA Brownfields Grant (1) Accomplishments-* ECI received a FY2011 EPA Brownfields Coalition Assessment Grant for Hazardous Substances and Petroleum on behalf of our multi-County coalition. Outputs for the \$609,000 grant included Region wide Public Involvement (36 Meetings), 29 Phase I ESAs, 24 Phase II ESAs, and 8 Cleanup Plans resulting in 4 Closure Letters from the IDEM. Due to development occurring in 2 years following the end of the grant term in 2014, ACRES is not updated with the following: a total of \$23.5 MM leveraged in construction/rehabilitation/cleanup for grant sites creating 121 temporary jobs and 75 permanent jobs. All outreach meetings were recorded in quarterly reports.

*4.b.i.(2) Compliance with Grant Requirements-* ECI successfully negotiated the CA with the U.S. EPA, and received approval of its Quality Assurance Project Plan (QAPP) and associated QAPP updates; all Sampling and Analysis Plans (SAPs) and Health and Safety Plans required for the Phase II activities completed using the Grant funds. ECI complied with the Work Plan and associated schedules, terms, and conditions, submitted timely quarterly, MBE/WBE and final reports, entered required data into the ACRES database. \$19,172 remained in the budget due to ineligibility of identified petroleum sites and one delayed site access for one project.



## **THRESHOLD CRITERIA**

## THRESHOLD CRITERIA

### ECI REGIONAL PLANNING DISTRICT FY 2021 U.S. EPA BROWNFIELDS HAZARDOUS SUBSTANCES AND PETROLEUM COALITION ASSESSMENT GRANT APPLICATION

#### THRESHOLD CRITERIA

**1. Applicant Eligibility:**

ECI Regional Planning District (ECIRPD) is a quasigovernmental entity created in 2009 by State Statute (IC 36-7-7) which is referenced in Item 2. ECIRPD is applying as lead coalition member for the ECIRPD Brownfields Coalition with Delaware County, Indiana and Muncie, Indiana as our coalition members. Both coalition members are a general purpose unit of local government as defined under 40 CFR Part 31.

**2. Documentation of Eligibility: Attached**

**3. Assessment Coalition Memorandum of Agreement: Attached**

**4. Community Involvement:**

**2b. Community Engagement-2.b.i Project Involvement, 2.b.ii. Project Partners Roles (Table below)**

*2.b.iii. Incorporating Community Input: All Coalition members began planning outreach*

Partner Name	Point of contact	Specific role in the project
<b>Delaware County Health Dept.:</b> monitors public health risks; responds to public health threats	Jammie Bane, Administrator <a href="mailto:jbane@co.delaware.in.us">jbane@co.delaware.in.us</a> 765.587-0660	Assist Coalition with outreach, site selection, and assist with providing residents with information regarding public health impacts.
<b>Greater Muncie Habitat for Humanity:</b> builds/repairs houses w/donations and volunteer labor	Lindsey Arthur, Program Director <a href="mailto:larthur@munciehabitat.org">larthur@munciehabitat.org</a> 765.286.5739 ext.204	Assist in identification of sites; acquire sites for residential reuse
<b>Cardinal Greenway, Inc:</b> Represents Cardinal & White River Greenway in TAs	Angie Pool, CEO <a href="mailto:angie@cardinalgreenways.org">angie@cardinalgreenways.org</a> 765.287.0399	Provide grant outreach to constituents; Assist in identification of sites; acquire sites for greenway expansion
<b>Muncie-Delaware Co. Economic Development Alliance:</b> supports/markets business growth	Traci Lutton, Vice President <a href="mailto:tlutton@muncie.com">tlutton@muncie.com</a> 765.751.9126	Inform/Market sites to businesses/developers; identify funding for future cleanup, redevelopment of assessed brownfields.
<b>Muncie Neighborhood Organization:</b> Umbrella Organization charged with building leadership capacity in all city neighborhoods	Heather Williams, Building Better Neighborhoods <a href="mailto:hlwilliams@bsu.edu">hlwilliams@bsu.edu</a> 765.212.6800	Assist coalition as conduit for outreach, additional sites, grant status, cleanup plans, redevelopment activities for Old West End, East Central, McKinley and Thomas Park/Avondale neighborhoods

activities for the grant in January 2020 with the Technical Assistance to Brownfields (TAB) program staff from Kansas State University. Two virtual outreach forums (Zoom platform) took place in the Summer: Local Leaders Update (12 participants) and Neighborhood Outreach session (24 participants). EPA Region 5, IBP, TAB, and all coalition members spoke to provide overview of brownfields, resources, overview of coalition grant, and input on sites for the inventory. The interactive platform allowed for questions, comments, and input from participants. Several sites were nominated and are on the coalition inventory. Neighborhood recordings are available at the ECIRPD, City and TAB websites.

The coalition will continue to use the social distancing and virtual platforms to provide updates on grant progress on a bi-annual basis and request input from stakeholders using their individual networks. The quarterly EPA progress reports will be disseminated using our coalition members' websites, our partners' websites, and newsletters, as well as online news sources because these are widely read online. The City of Muncie will work with individual Neighborhood Associations to develop a pipeline for resident input and concerns to share with the coalition. Individual neighborhoods can identify sensitive populations and non-English speaking residents for development of outreach materials. Six ECIRPD Board members represent rural communities in the County will be engaged at monthly board meetings to solicit sites, provide input, and receive updates. All input will be considered with responses developed by the coalition members with assistance from neighborhood representatives and the health department if needed.

5. **Expenditure of Assessment Grant Funds:** ECIRPD does not have an Active Assessment Grant. The FY2011 U.S. EPA Coalition Assessment grant expired on August 31, 2014. March 31, 2019.

## **DOCUMENTATION OF ELIGIBILITY**

IC  -  -  - [Help](#)

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**IC 36-7-7****Chapter 7. Regional Planning Commissions****IC 36-7-7-1****Application of chapter**

Sec. 1. This chapter applies to any area consisting of two (2) or more counties (referred to as a "region" in this chapter).

*As added by Acts 1981, P.L.309, SEC.26.*

**IC 36-7-7-2****Establishment**

Sec. 2. (a) The legislative bodies of all the counties in a region may, by concurrent resolutions, request the establishment of a regional planning commission (referred to as a "commission" in this chapter). Official copies of the resolutions must be forwarded to the governor, who shall then appoint himself or a member of his staff to immediately notify the other members of the commission and to act as temporary chairman for the election of officers. The commission shall, by resolution, designate a name for itself that reflects the commission's role and function and that may include the words "Regional Planning Commission".

(b) This subsection applies to each commission established after July 1, 1978. A county participating in a commission is not subject to the tax imposed under section 12 of this chapter, unless all the concurrent resolutions establishing the commission accept the application of the tax.

*As added by Acts 1981, P.L.309, SEC.26. Amended by P.L.144-1992, SEC.1.*

**IC 36-7-7-3****Counties transferring membership between commissions or joining existing commissions; procedure**

Sec. 3. (a) A county may request a change in its participation from one commission to another, or request to join a commission if it is not participating, under subsection (b).

(b) The legislative body of the county must, by resolution, request the inclusion of the county in the commission. The county auditor shall transmit a copy of the resolution to the governor, the chairman of the commission, and, if applicable, the chairman of the commission that the county is requesting to leave.

(c) The commission to be joined may consider a request under subsection (b). It may, by a majority vote of all its members, adopt a resolution including the requesting county in the commission.

(d) Whenever a resolution is adopted under subsection (c), the chairman of the commission shall call a meeting to organize the enlarged commission. He shall call to this meeting all members of the commission plus:

(1) if the new county is changing its participation from one commission to another, the persons

from that county who served on the commission that the county is leaving; or

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(2) if the new county has not been participating, a representative of the executive of that county.  
*As added by Acts 1981, P.L.309, SEC.26.*

#### **IC 36-7-7-4**

##### **Members; appointment; compensation; certification; vacancies**

Sec. 4. (a) The following members of the commission shall be appointed from each county in the region:

(1) A representative of the county executive who may be either a member of the executive or a person appointed by it.

(2) A representative of the county fiscal body who must be a member of the fiscal body.

(b) The following members of the commission shall be appointed from each county in the region having a population of more than fifty thousand (50,000):

(1) The county surveyor or a person appointed by the surveyor.

(2) Two (2) persons appointed by the executive of each municipality having a population of more than fifty thousand (50,000).

(3) One (1) person appointed by the executive of each of the seven (7) largest municipalities having a population of less than fifty thousand (50,000). If there are fewer than seven (7) municipalities, enough additional persons appointed by the county executive to bring the total appointed under this subdivision to seven (7).

(c) The following members of the commission shall be appointed from each county in the region having a population of less than fifty thousand (50,000):

(1) One (1) person appointed by the executive of each of the five (5) largest municipalities or of each municipality if there are fewer than five (5).

(2) If there are fewer than five (5) municipalities, enough additional persons appointed by the county executive to bring the total appointed under this subsection to five (5).

(d) One (1) voting member of the commission shall be appointed by the governor.

(e) At least two-thirds (2/3) of the commission members must be elected officials. All persons appointed to the commission must be:

(1) knowledgeable in matters of physical, social, or economic development of the region; and

(2) residents of the municipality, county, or region that they represent.

A member of the commission may also serve as a member of a plan commission in the region.

(f) Members of the commission shall serve without salary but may be reimbursed for expenses incurred in the performance of their duties.

(g) The respective appointing authorities shall certify their appointments, and the certification shall be retained as a part of the records of the commission.

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(h) If a vacancy occurs by resignation or otherwise, the respective appointing authority shall appoint a member for the unexpired term. Members shall be certified annually, and their terms expire on December 31 of each year.

*As added by Acts 1981, P.L.309, SEC.26. Amended by Acts 1981, P.L.310, SEC.63; P.L.144-1992, SEC.2; P.L.168-1994, SEC.1; P.L.165-2003, SEC.4.*

#### **IC 36-7-7-4.1 Repealed**

*(Repealed by P.L.165-2003, SEC.7.)*

#### **IC 36-7-7-5**



**Officers; meetings; notice; rules; record of proceedings; quorum**

Sec. 5. (a) At its first regular meeting in each year the commission shall elect from its members a chairman, vice chairman, secretary, and a treasurer, not more than two (2) of whom may be from the same county. If the region is divided into subregions under section 10 of this chapter, there must be at least one (1) officer from each subregion. The vice chairman may act as chairman during the absence or disability of the chairman.

(b) The commission shall fix the time and place for holding regular meetings, but it shall meet at least quarterly and at such other times as may be established by the commission or the executive board. Special meetings of the commission may be called by the chairman or by five (5) members of the commission upon written request to the secretary. The secretary shall send to all the members at least forty-eight (48) hours in advance of a special meeting a written notice fixing the time and place of the meeting. Written notice of a special meeting is not required if the time of the special meeting has been fixed in a regular meeting, or if all the members are present at the special meeting. Notice of any meeting may be waived by a member by a written waiver filed with the secretary.

(c) The commission shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings, and determinations, which is a public record.

(d) A majority of members constitutes a quorum. An action of the commission is official, however, only if it is authorized by a majority of the commission at a regular or properly called special meeting with at least one (1) member from each county in the region present.

*As added by Acts 1981, P.L.309, SEC.26. Amended by Acts 1981, P.L.310, SEC.64.*

**IC 36-7-7-6****Executive board**

Sec. 6. (a) The commission shall elect from among its members an executive board consisting of:

- (1) the four (4) officers of the commission;
- (2) one (1) member of the commission from each county in the region;
- (3) one (1) additional member of the commission from each

county in the region having a population of more than fifty thousand (50,000); and

- (4) the nonvoting member of the commission appointed by the governor.

All members shall be elected by a vote of the full membership of the commission.

(b) If a vacancy occurs in the executive board a successor shall be elected from among the members in the same manner as the member whose position has been vacated.

(c) The executive board shall conduct the business of the commission, except for:

- (1) the adoption and amendment of bylaws, rules, and procedures for the operation of the commission;
- (2) the election of officers and members of the executive board as provided in this chapter; and
- (3) the adoption of the annual appropriation budget after review by the executive board.

(d) The executive board shall meet regularly at least once each month, unless otherwise determined by its members. The executive board shall notify the full membership of the commission of all its meetings with copies of its preliminary or final agendas and shall report all its actions and determinations to the full membership of the commission.

(e) A majority of members constitutes a quorum. An action of the executive board is official, however, only if it is authorized by a majority of the board at a regular or properly called special meeting. Any action of the executive board shall be reviewed at the next regular meeting of the commission following the executive board's action, and upon the written request of a member of the commission, the action shall be brought to a vote of the full commission.

*As added by Acts 1981, P.L.309, SEC.26.*

**IC 36-7-7-7****Powers and duties**

Sec. 7. (a) The commission shall institute and maintain a comprehensive policy planning and programming and coordinative management process for the region. It shall coordinate its activities with all units in the region and shall coordinate the planning programs of all units and the state. Except when a commission exercises powers under subsection (j), the commission shall act in an advisory capacity only.

(b) The commission may provide technical assistance to any unit in the region that requests it. This technical assistance includes the provision of skills and knowledge for planning, developing, administering, improving, and securing:

- (1) public and private grants-in-aid;
- (2) cooperative arrangements between governments; and
- (3) the performance of governmental powers and duties.

(c) The commission may divide its jurisdiction into subregions under section 10 of this chapter for purposes appropriate to the study,

analysis, or coordination of specific problems or concerns. The commission may conduct all necessary studies for the accomplishment of its duties. It may publicize and advertise its purposes, objectives, and findings and may distribute reports on them. It may provide recommendations when requested to the participating units and to other public and private agencies in matters relative to its functions and objectives and may act when requested as a coordinating agency for programs and activities of such agencies as they relate to its objectives. The commission may not implement, enter into an agreement for, or propose a program that includes interstate wastewater management or disposal.

(d) The commission may adopt by resolution any regional comprehensive or functional plan, program, or policy as its official recommendation for the development of the region, subject to the power of a county to exempt itself under section 9 of this chapter. The commission shall make an annual report of its activities to the legislative bodies of the counties and municipalities in the region.

(e) The commission may receive grants from federal, state, or local governmental entities or from individuals or foundations, and may enter into agreements or contracts regarding the acceptance or use of those grants and appropriations for the purpose of carrying out any of the activities of the commission. A county or municipality may, from time to time upon the request of the commission, assign or detail to the commission any employees to make special surveys or studies requested by the commission.

(f) For the sole purpose of providing adequate public services, the commission may acquire by grant, gift, purchase, lease, devise, or otherwise and hold, use, improve, maintain, operate, own, manage, or lease (as lessor or lessee) such real or personal property as the commission considers necessary for that purpose. The commission may apply for, receive, and expend grants, loans, or any other form of financial assistance available under any federal grant program.

(g) The commission may enter into coordinative arrangements with any adjacent county or municipality in Indiana or an adjoining state, or with an overlapping multicounty or interstate planning or development agency, state agency, or federal agency, as are appropriate to the achievement of its objectives or to address a common issue. However, the commission may not delegate any of its powers or duties.

(h) The commission may appoint advisory committees to assist in the achievement of its objectives. Members of advisory committees are not entitled to compensation for their services but may be reimbursed for expenses incurred in the performance of their duties.

(i) The commission shall act as the designated review agency and as the clearinghouse as described in federal Office of Management and Budget Circular A-95.

(j) The commission may provide administrative, management, or technical services to a unit that requests the services. The unit and the commission may enter into a contract concerning the commission's provision of administrative, management, or technical

services and the cost to the unit for the services.

*As added by Acts 1981, P.L.309, SEC.26. Amended by P.L.145-1992, SEC.1.*

### **IC 36-7-7-8**

#### **Agreements with other states**

Sec. 8. Counties in the region may enter into agreements with other states, but these agreements do not affect other counties, subregions, or the region. One subregion may also contract with other subregions for services or programs.

*As added by Acts 1981, P.L.309, SEC.26.*

### **IC 36-7-7-9**

#### **Objections to program; petition**

Sec. 9. Whenever the commission receives a petition signed by a majority of the commission members representing a county affected by a particular program, objecting to the establishment of the program within that county, the commission may not implement the program in that county.

*As added by Acts 1981, P.L.309, SEC.26.*

### **IC 36-7-7-10**

#### **Subregional committees**

Sec. 10. (a) A commission may organize into not more than two (2) subregions and provide for the organization of two (2) subregional planning committees, and for meetings and rules of procedure of those committees. These rules of procedure shall be adopted as a part of the rules and bylaws of the commission.

(b) The actions of each subregional committee shall be referred to the other for review. The executive director and staff of the commission shall serve both subregional committees. Each subregional committee shall consider problems that do not directly affect the other subregion. Each subregional committee may hold meetings and elect a chairman and secretary from among its own members.

*As added by Acts 1981, P.L.309, SEC.26.*

### **IC 36-7-7-11**

#### **Executive director; powers and duties**

Sec. 11. (a) The commission shall appoint an executive director who shall serve at the pleasure of the commission as reviewed and recommended by the executive board. The executive director must be qualified by training and experience in the management of public agencies and knowledgeable in planning.

(b) The executive director is the chief administrative officer and regular technical advisor of the commission. Subject to supervision by the commission, the executive director:

- (1) shall execute the commission functions;
- (2) shall appoint and remove the staff of the commission;
- (3) shall submit to the commission annually, or more often if

required, a status report on the operation of the agency;

(4) may, with the approval of the executive board, execute contracts, leases, or agreements on behalf of the commission with other persons;

(5) is entitled, upon his written request, to be given access by all governmental agencies to all studies, reports, surveys, records, and other information and material in their possession that are required by him for the accomplishment of the activities and objectives of the commission;

(6) shall propose annually a budget for the operation of the commission and administer the budget as approved by the commission;

(7) shall keep the records and care for and preserve all papers and documents of the commission; and

(8) shall perform other duties and may exercise other powers that the commission or the executive board delegates to him.

*As added by Acts 1981, P.L. 309, SEC. 26.*

## **IC 36-7-7-12**

### **Annual appropriation budget; tax levy; use of funds**

Sec. 12. (a) The commission shall prepare and adopt an annual appropriation budget for its operation, which shall be apportioned to each participating county on a pro rata per capita basis. After adoption, any amount that does not exceed an amount for each participating county equal to thirty cents (\$0.30) per capita shall be certified to the respective county auditor who shall advertise the amount and establish the rate in the same manner as other county budgets. Any amount of the adopted budget that exceeds an amount equal to thirty cents (\$0.30) per capita for each participating county is subject to review by the county fiscal body in the usual manner of budget review. The tax so levied and certified shall be estimated and entered upon the tax duplicates by the county auditor and shall be collected and enforced by the county treasurer in the same manner as other county taxes are estimated, entered, collected, and enforced. The tax, as collected by the county treasurer, shall be transferred to the commission.

(b) In fixing and determining the amount of the necessary levy for the purpose provided in this section, the commission shall take into consideration the amount of revenue, if any, to be derived from the federal grants, contractual services, and miscellaneous revenues above the amount of those revenues considered necessary to be applied upon or reserved upon the operation, maintenance, and administrative expenses for working capital throughout the year.

(c) After approval no sums may be expended except as budgeted unless the commission authorizes their expenditure. Before the expenditure of sums appropriated as provided in this section, a claim must be filed and processed as other claims for allowance or disallowance, for payment as provided by law.

(d) Any two (2) of the following officers may allow claims:

(1) Chairman.

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(2) Vice chairman.

(3) Secretary.

(4) Treasurer.

The treasurer of the commission may receive, disburse, and otherwise handle funds of the commission subject to applicable statutes and procedures established by the commission.

(e) The commission shall act as a board of finance under the statutes relating to the deposit of public funds by political subdivisions.

(f) Any appropriated money remaining unexpended or unencumbered at the end of the year becomes part of a nonreverting cumulative fund to be held in the name of the commission. Unbudgeted expenditures from this fund may be authorized by vote of the commission and upon other approval as required by statute. The commission is responsible for the safekeeping and deposit of such sums, and the state board of accounts shall prescribe the methods and forms for keeping the accounts, records, and books to be used by the commission. The books, records, and accounts of the commission shall be periodically audited by the state board of accounts, and these audits shall be paid for as provided by

statute.

*As added by Acts 1981, P.L.309, SEC.26. Amended by P.L.144-1992, SEC.4; P.L.165-2003, SEC.5.*

### **IC 36-7-7-13**

#### **Economic development districts; definition; payments by counties; use of funds**

Sec. 13. (a) An economic development district is a group of adjacent counties that:

- (1) contains at least two (2) redevelopment counties;
- (2) includes an economic development growth center; and
- (3) has been officially designated as an economic development district by the federal government under Title 42, U.S.C. section 3171, on the recommendation of the state.

(b) Counties may make payments to officially designated economic development districts. The board of directors of the economic development district shall determine the amount of the payments, which may be based on the assessed valuation or the population of each county, and the method of making the payments, subject to appropriations by the fiscal bodies of the counties comprising the economic development district.

(c) The economic development district may receive and expend all sums appropriated or granted to it for purposes and activities authorized by law, and shall deposit these sums in its own name and follow all accounting, bonding, and auditing procedures required by law.

(d) The economic development district is responsible for the administration, safekeeping, and deposit of any monies appropriated or granted to it, and may delegate all or part of that responsibility to a designated financial officer.

(e) The economic development district may receive grants from federal, state, or local governments for the purpose of carrying out any of the planning and development activities of the district.

(f) Any sums appropriated to an economic development district that remain uncommitted at the end of the budget year revert on a pro rata basis to the general funds of the counties comprising the district.

*As added by Acts 1981, P.L.309, SEC.26.*

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## **ASSESSMENT COALITION MEMORANDUM OF AGREEMENT**



## ECIRPD BROWNFIELDS ASSESSMENT COALITION

### MEMORANDUM OF AGREEMENT BETWEEN THE FOLLOWING PARTIES:

ECI Regional Planning District (ECIRPD), Delaware County, Indiana, and the City of Muncie

This Memorandum of Agreement<sup>1</sup> documents the roles and responsibilities of the various parties involved in the ECIRPD Brownfields Coalition with regard to an anticipated EPA Cooperative Agreement.

1. In anticipation of an EPA awarded Cooperative Agreement to the ECI Regional Planning District (ECIRPD), Lead Coalition Member for FY 2021, is responsible to EPA for management of the cooperative agreement and compliance with the statutes, regulations, and terms and conditions of the award, and ensuring that all members of the coalition are in compliance with the terms and conditions. The grant period is anticipated to be October 1, 2021 through September 30, 2024. The ECIRPD's contact information is below:

ECI Regional Planning District  
William Walters, Executive Director  
ECIRPD  
1208 W. White River Boulevard, Suite 136  
Muncie, IN 47303  
765-713-7000  
[bwalters@ecirpd.org](mailto:bwalters@ecirpd.org)

2. It is the responsibility of ECIRPD to provide timely information to the other Coalition Partners regarding the management of the cooperative agreement and any changes that may be made to the cooperative agreement over the period of performance.
3. The Coalition Partners are Delaware County and the City of Muncie. The contact information is as follows:

ECIRPD  
William Walters, Executive Director  
1208 W. White River Blvd.  
Muncie, IN. 47303  
765-713-7000  
[bwalters@ecirpd.org](mailto:bwalters@ecirpd.org)

<sup>1</sup> PLEASE NOTE: The following eight items are the MINIMUM elements that must be included in an Assessment Coalition Memorandum of Agreement (MOA). Applicants are responsible for adhering to these elements and signing this MOA prior to the expenditure of any assessment funds.

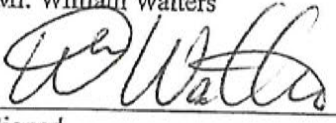
Delaware County, Indiana  
Shannon Henry, Delaware County Commissioner, President  
100 W. Main St.  
Muncie, IN. 47304  
765-747-7730  
[shenry@co.delaware.in.us](mailto:shenry@co.delaware.in.us)

City of Muncie  
Gretchen Bookout-Cheeseman, Community Development Director  
300 N. High St.  
Muncie, IN. 47304  
765-702-7183  
[gcheesman@cityofmuncie.com](mailto:gcheesman@cityofmuncie.com)

4. Activities funded through the cooperative agreement may include inventory preparation, site selection criteria development, assessments, planning (including cleanup planning) relating to brownfield sites, and outreach materials and implementation, and other eligible activities within Delaware County. The ECIRPD will procure the consultant(s) in compliance with applicable federal procurement regulations (2 C.F.R. 200 and EPA's rule at 2 C.F.R. 1500) to undertake various activities funded through the cooperative agreement.
5. The ECIRPD will issue the Request for Proposals or Request for Qualifications and will be the entity responsible for receipt of the submitted proposals and selection and award of contracts. The ECIRPD will consult and update other coalition members in making selections of consultants and contractors.
6. The ECIRPD, in consultation with the Coalition Partners, will work to develop a site selection process based on agreed upon factors and will ensure that a minimum of five sites are assessed over the life of the cooperative agreement. Selected sites will be submitted to EPA for prior approval to ensure eligibility.
7. Upon designation of the specific sites, it will be the responsibility of the ECIRPD to work with the coalition members to finalize the scope of work for the consultant or contractor. It will be the responsibility of ECIRPD to work with each respective coalition member to obtain all required permits, easements, and/or access agreements as may be necessary to undertake assessments at the selected site.
8. The ECIRPD is responsible for ensuring that other activities as negotiated in the workplan, such as community outreach and involvement, are implemented in accordance with a schedule agreed upon by the ECIRPD. The Coalition Partners are responsible for assistance with community and stakeholder outreach throughout the term of the grant.

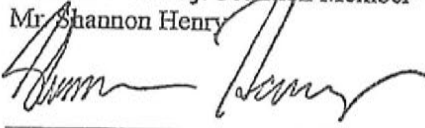
Agreed:

ECIRPD/Lead Coalition Member-  
Mr. William Walters

  
Signed

10/19/2020  
Date

Delaware County/Coalition Member-  
Mr. Shannon Henry

  
Signed

10-19-2020  
Date

City of Muncie/Coalition Member-  
Ms. Gretchen Bookout-Cheeseman

  
Signed

10-19-2020  
Date

\_\_\_\_\_

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

10/27/2020

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

East Central Indiana (ECI) Regional Planning District, Inc

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

27-3248175

\* c. Organizational DUNS:

0379340740000

### d. Address:

\* Street1:

1208 W. White River Blvd.

Street2:

\* City:

Muncie

County/Parish:

\* State:

IN: Indiana

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

47303-8002

### e. Organizational Unit:

Department Name:

Division Name:

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

William

Middle Name:

\* Last Name:

Walters

Suffix:

Title:

Executive Director

Organizational Affiliation:

\* Telephone Number:

765-713-7000

Fax Number:

\* Email:

bwalters@ecirpd.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

### Type of Applicant 2: Select Applicant Type:

B: County Government

### Type of Applicant 3: Select Applicant Type:

C: City or Township Government

### \* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

### CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-20-06

### \* Title:

FY21 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

### 13. Competition Identification Number:

### Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

ECI Regional Planning District EPA Brownfields Coalition Assessment Funding

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

06

\* b. Program/Project

06

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/01/2021

\* b. End Date:

09/30/2024

**18. Estimated Funding (\$):**

\* a. Federal

600,000.00

\* b. Applicant

0.00

\* c. State

0.00

\* d. Local

0.00

\* e. Other

0.00

\* f. Program Income

0.00

\* g. TOTAL

600,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

William

Middle Name:

\* Last Name:

Walters

Suffix:

\* Title:

Executive Director

\* Telephone Number:

765-713-7000

Fax Number:

\* Email:

bwalters@ecirpd.org

\* Signature of Authorized Representative:

William E Walters

\* Date Signed:

10/27/2020